

**REQUEST FOR AUTHORITY  
TO DISPOSE OF RECORDS**

*(See Instructions on Reverse)*

LEAVE BLANK	
DATE RECEIVED <b>AUG 20 1976</b>	JOB NO. <b>NC1-59-76-18</b>
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.	
<i>8-24-76</i> Date	<i>James B. [Signature]</i> Archivist of the United States

TO: **GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of State

2. MAJOR SUBDIVISION  
Bureau of Administration

3. MINOR SUBDIVISION  
Office of Security

4. NAME OF PERSON WITH WHOM TO CONFER  
Paul F Murphy, Jr.

5. TEL. EXT.  
623-8806

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

*AUG. 16, 1976*  
(Date) *William F. Farrell Jr.*  
(Signature of Agency Representative)

Chief, Records Management Staff  
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	Passport Investigative Case File  Contains a record of investigations performed at the request of the Passport Office to aid in determining U.S. Citizenship, and related correspondence with the Passport Office  DESTROY WHEN 10 YEARS OLD	NN-172-188, Item 7 <i>25 yrs.</i>	
2	Visa Investigative Case File  Contains a record of investigations performed for the Visa Office to aid in determining eligibility for a visa.  DESTROY WHEN 10 YEARS OLD	NN-172-188, Item 8 <i>20 yrs.</i>	

*Copy to Agency & MW 8-25-76*

*2 items*